

# BOARD OF LIBRARY COMMISSIONERS

## Members

Abby Weiss, Chair

Elizabeth Fitzsimons • Ann Haddad • Katherine Nakamura • Wendy Urushima-Conn • Sarah White • Alan Ziegaus

## MINUTES

### BOARD OF LIBRARY COMMISSIONERS

#### SAN DIEGO PUBLIC LIBRARY

Wednesday, November 15, 2017

## ATTENDANCE

### Commissioners:

**Present:** Abby Weiss, Katherine Nakamura, Sarah White, Wendy Urushima-Conn, Ann Haddad, Alan Ziegaus

**Absent:** Elizabeth Fitzsimons

**Staff:** Misty Jones, Library Director; Nicole Spriggs, Executive Assistant; Robert Cronk, Deputy Director, Public Services, Charlie Goldberg, Director of Marketing, San Diego Public Library Foundation

**Public:** Ann McDonald, Joan Reese

## CALL TO ORDER

Meeting was called to order by Commissioner Weiss at 12:32 p.m. in the Sullivan Commission Room.

## APPROVAL OF MINUTES

The September 6, 2017 minutes were approved unanimously.

## REQUESTS FOR CONTINUANCE

None.

## NON-AGENDA PUBLIC COMMENT

None.

**REPORT FROM THE FRIENDS OF THE LIBRARY: Joan Reese**

Real books are still appreciated as evidenced by the continued success of the corporate Friends monthly book sale. The next book sale is scheduled for November 17-19. Online book sales in collaboration with the Friends of the Central Library are also doing quite well. The Friends Annual Meeting, which was held in early September was deemed the “best ever,” according to feedback obtained at the following month’s meeting. Remarks by SDPL Director Misty Jones, SDPL Foundation CEO Jay Hill, and Library Shop Manager Scott Ehrig-Burgess were appreciated, as was the invited featured speaker, Tom Karlo, KPBS General Manager. Proposed revisions to the Bylaws were accepted; a major change was redefining term lengths for Offices and Directors and establishing term limits. The Friends slate of Officers and Directors was elected: Joan Reese (SR), President; Christa Gush (CT), the new 1<sup>st</sup> Vice President, Judy Kravetz (PH), the new 2<sup>nd</sup> Vice President; Carleen Hemric (SC), Secretary; Patricia Toledo, the new Treasurer; and new Directors Carmen Miner (MX), Gloryanna Post (PO) and Isabel Schechter (UH), and continuing Directors Marian Day (MH), Bob Kavanaugh (MV), Peggy Keigher (VA), Phyllis Marion (MH) and E. T. Perry (CH). Over 100 volunteers nominated by each of the Friends chapters associated with all 36 branch libraries were honored and presented with certificates and small gifts. Following the meeting, attendees took advantage of a special discount offered in the Library Shop. The Friends really appreciate the support and collaboration of a number of library staff members who went above and beyond to help assure that things went smoothly.

The Friends proactive fall library efforts in partnership with the Foundation and Commission continue. The Friends attempted to have a Friends’ representative who is also a constituent participate in the visits with each of the City Councilmembers. The monthly FSDPL meeting will be moving to the Mission Valley Library Community Room beginning in January as the Friends have outgrown the space at the Benjamin Library.

**LIBRARY FOUNDATION UPDATE: Charlie Goldberg**

The Celebration under the Dome PSA video was shared. The PSA highlighted the various programs offered by the San Diego Public Library. The Foundation thanked Library Director Misty Jones for her participation in the PSA. The Library Foundation achieved their fundraising goal raising \$540,000. Approximately 420 attendees attended the Celebration under the Dome event. The date for next years’ Celebration under the Dome is Saturday, October 13, 2018.

- Kudos to Foundation staff, library staff, and the Planning committee for a successful event.

A document listing fiscal year 2019 library budget priorities was distributed. These priorities are being discussed at the Council/Foundation meetings.

**CONSENT AGENDA ITEMS**

**a. Report on Library Construction Projects**

**San Ysidro Branch Library:**

- Stage: 90% Design submittal
- Citywide Plan Check complete
- DSD Plan Check in progress
- Anticipate groundbreaking January 2018

Mission Hills–Hillcrest Branch Library:

Excavation, fine grading and base installation for the two story underground parking structure is complete. The rebar for the concrete slab is being installed and the concrete slab on grade pour is scheduled for this week. After the concrete slab on grade is poured, work will progress to installing shoring for Parking Level 1.

San Carlos Branch Library:

The 50% complete bridging documents were submitted and reviewed in October. The interior design materials and furnishings were presented and reviewed and approved by the Library Department on November 1. Work is continuing on completing the bridging documents.

- Commissioner Nakamura expressed concerns regarding the environmental impact study. Follow up was requested.

Pacific Highlands Ranch Branch Library:

The consultant agreement with Architects Hanna Gabriel Wells for design and construction support services was approved by the Infrastructure Committee in September and was approved by City Council in October. The consultant is preparing a draft program for the 18,000 sq. ft. library for the Library Department's review and input.

b. Update from the Library Director – Misty Jones

Deputy Director Robert Cronk distributed a list of library events for the month of November. Some of those events included: *2017 One Book, One San Diego Film Festival* on November 7, 6:30 p.m. – 9:30 p.m.; *Admit One College Prep Academy* on November 1 and November 8, 5:30 p.m. – 7:30 p.m. at the Valencia Park/Malcolm X Library; *Hands-On Cooking Class* on November 2, from 4:00 p.m. – 5:00 p.m. at the Rancho Bernardo Library; *Child Development and Early Signs of Autism Workshop* on November 14, from 5:00 p.m. – 6:00 p.m. at the La Jolla/Riford Library. *Fake News, Real Problem* event on November 14, 6:30 p.m. – 8:00 p.m. at the Central Library; *The League of Extraordinary Scientists and Engineers Presents: Aero-Gami Paper Airplanes* on November 30, 4:00 p.m. – 5:00 p.m. at the Tierrasanta Library. Some library staff attended the California Library Association Annual Conference November 2–4, 2017. A list of upcoming events from the Library Shop was also distributed.

Mr. Cronk thanked the Library Foundation staff for attending the monthly Library Management meeting. Ms. Jones invited the Board of Library Commissioners to attend future library staff meetings to meet library staff.

The fine elimination process is moving forward. A fact sheet was prepared to refer to when briefing Council and Mayor's office on the impact of the fine elimination. A copy of the fact sheet was distributed. The Board of Library Commissioners expressed their support for the fine elimination process.

Automatic Renewal has been implemented. The number of renewals allowed were expanded to five (5). When library items are due and the item is not a leased book or there is no hold on the account, the items will automatically renew.

A fact sheet was distributed showing the recommendations and revisions to the matching fund policy. Further discussion on this topic will take place at the next Board of Library Commissioners meeting on December 6, 2017.

The library is continuing the Hepatitis A clinics. Three (3) temporary homeless bridge shelters were approved by Council on November 14, 2017.

The library no longer has a mental health case worker at the Central Library. The funds for this service have ended.

**AGENDA ITEMS (Discussion Item)**

- a. The Library has been tasked with a 2% budget reduction for fiscal year 2019.
- b. The Performance & Analytics Department conducted an Employee Satisfaction Survey for all City of San Diego employees. The Library Department had a 60% survey completion rate. A focus group of various library staff has been implemented to take steps to address areas where the Library can improve.

**COMMISSIONER COMMENT**

None.

**OTHER BUSINESS**

The next Board of Library Commissioners meeting will take place on Wednesday, December 6, 2017.

**ADJOURNMENT**

Commissioner Ziegauß adjourned the meeting at 1:50 p.m.

A handwritten signature in black ink that reads "Misty Jones". The signature is written in a cursive, flowing style.

MISTY JONES  
Library Director  
/ns